

Agenda

Location:	Village Hotel, Capitol Boulevard West, Tingley, Leeds, LS27 0TS
Date:	Starting at 9.30am prompt – Wednesday 24th May 2023

If possible, please join us at 9am for refreshments and pastries and to meet Nicola informally prior to the meeting starting at 9.30am.

Time Specific Agenda Items					
Time	Duration	Purpose	Paper Ref	Action	Lead
1.15pm	90 mins	WY PRIMARY CARE AND MEDICINES OPTIMISATION UPDATE <ul style="list-style-type: none"> Primary Care Commissioning - Anna Ladd – West Yorkshire Primary Care Lead – Kirsty Turner - Leeds Medicines Optimisation – Claire Kilburn – Bradford <ul style="list-style-type: none"> Medicines Waste Reduction and Repeat Prescription Scheme 	T23.05-01 T23.05-02 T23.05-03a T23.05-3b	Standing Item	Chair
2.45pm		WALK-IN CONSULTATION SERVICE Report presentation	T-23.05-04		AH

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
1.	WELCOME & APOLOGIES i. Apologies have been received from CB for the morning session.		Standing Item	Chair
2.	COMMITTEE GOVERNANCE i. Members are asked to note the contents of the LPC Code of Conduct and inform the Chair of any changes to their Declarations of Interests ii. Competition Law Compliance Guidelines iii. Attendance list from previous meetings	F23.05-01 F23.05-02 F23.05-03		Chair
3.	MEETING OBJECTIVES <ul style="list-style-type: none"> What are our objectives for this meeting? <ul style="list-style-type: none"> CPWY Individual 		Standing Item	Vice Chair
4.	MINUTES OF LAST MEETING Minutes to be checked for accuracy and then approved.	F23.03-04	Standing Item	Chair
5.	MATTERS ARISING AND REVIEW OF ACTION POINTS FROM THE MINUTES	F23.03-04	Standing Item	Chair
6.	PSNC UPDATE <ul style="list-style-type: none"> PSNC meeting update: https://psnc.org.uk/psncs-work/the-latest-from-psnc/psnc-meetings/ DHSC/NHSE Letter regarding CPCF Arrangements https://psnc.org.uk/our-news/dhsc-and-nhs-england-contractor-letter-published/ Delivery Plan for Recovering Access to Primary Care <i>This paper highlights the 5-page summary at the start of the document and key pharmacy specifics throughout the paper.</i> <ul style="list-style-type: none"> Pharmacy First COVID Antiviral Supply Contraception Service – CPWY position. UTC CPCS Regulation Changes 	F23.05-05	Standing Item Discussion	DB
7.	CPWY TEAM UPDATES Agenda item for questions or clarifications. <ul style="list-style-type: none"> Services Update <ul style="list-style-type: none"> Data Report 	F23.05-06a F23.05-06b	Standing Item	Chair

Free Time Items				
Item	Purpose	Paper Ref	Action	Lead
	<ul style="list-style-type: none"> Operations Update PCN Update CEO Update 	F23.05-07 F23.05-08 Verbal		
8.	CONTRACT APPLICATIONS & AMENDMENTS UPDATE – For Information <ul style="list-style-type: none"> Update Report 	F23.05-09	Standing Item	Chair
9.	TREASURER’S UPDATE <ul style="list-style-type: none"> Finance Report – Operational Finance Report – Services 	F23.05-10a F23.05-10b	Standing Item	DB
10.	COMMITTEE MEMBER BLOG <ul style="list-style-type: none"> For discussion 		Standing Item	Chair
11.	RISK REGISTER	F23.03-11	Discussion	DB
12.	CONTRACTOR ITEMS <ul style="list-style-type: none"> None received 		Standing Item	Chair
13.	MEMBERS ITEMS <ul style="list-style-type: none"> 		Standing Item	Chair
14.	CCA REPORTING QUESTIONS <ul style="list-style-type: none"> Responsibility to complete 		Standing Item	Chair
15.	ANY OTHER BUSINESS <ul style="list-style-type: none"> None received 		Standing Item	Chair
16.	MEETING OBJECTIVES <ul style="list-style-type: none"> Review objectives set at beginning of the meeting 		Standing Item	Vice Chair
17.	FUTURE MEETING DATES Meetings will be held at the Village Hotel, Leeds South from 9.30am on: <ul style="list-style-type: none"> Wednesday 5th July 2023 Wednesday 13th September 2023 Wednesday 15th November 2023 Wednesday 17th January 2024 Wednesday 20th March 2024 		Information	Chair

FINANCE & PERFORMANCE SUBCOMMITTEE – CLOSED SESSION				
Item	Purpose	Paper Ref	Action	Lead
18.	MINUTES OF THE LAST MEETING	C23.05-01	Standing Item	Chair
19.	APPLICATIONS TO CONSIDER <ul style="list-style-type: none"> MPharm Locums Ltd – Distance Selling (consultation period restarted due to additional information being circulated (pages 8-23). <ul style="list-style-type: none"> Previous response for review due to additional information. 	C23.05-02a C23.05-02b	Standing Item	Chair
20.	RISK MATRIX	F23.05-11	Standing Item	DB

This meeting will be recorded to ensure that the minutes and/or actions are accurate. All recordings will be held securely and will be deleted once the minutes and/or actions have been written. If you have any concerns over the recording of the meeting, please notify the Chair prior to or at the start of the meeting.